

ecology and environment, inc.

223 WEST JACKSON BLVD., CHICAGO, ILLINOIS 60606, TEL. 312-663-9415

International Specialists in the Environmental Sciences



DATE:

08/04/83

TO:

TORE STOLE

FROM:

Joseph F. Petrilli, Regional Project Manager

SUBJECT:

Performance Event Report for TDD

Please complete the attached PER form for the subject TDD and submit it to Thomas Yeates(FIT-RPO) by $\frac{05/8/8}{18}$. For instructions on completing the PER, refer to R/FPM-3

dated December 9, 1982.

The transmittal slip below has been provided for your convenience.

UNITED STATES ENVIRONMENTAL PROTECTION AGENCY **REGION V**

DATE:		/	/_		•	
SUBJECT:	PER	for	TDD	·		 , <u> </u>
FROM:						

To: Thomas Yeates, FIT-RPO

The completed Performance Event Report (PER) for the subject TDD is attached to this memorandum.

REPORTING RESOURCE UTILIZATION EFFORT INDIVIDUAL RATINGS FROM PART II (E.G., 5-1)	REPORTING	REPORTING	PRELIMINARY ASSESSMENTS CONTRACTOR CONTACT PHONE NO. PERFORMANCE MONITOR PHONE NO. RENE VAN SOMEREN 663-9415 TORE STOLE 886- DESCRIPTION OF PERFORMANCE EVENT COMPLETE PRELIMINARY ASSESSMENTS FOR SITE
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ecology and environment, inc.

223 WEST JACKSON BLVD., CHICAGO, ILLINOIS, 60606, TEL. 312-663-9415

International Specialists in the Environmental Sciences

TDD is attached to this memorandum.

D	ATE:	8 1 10 183
T	0:	TORE STOLE
	ROM:	Joseph F. Petrilli, Regional Project Manager RS-92/2-0/A RS-92/2 Performance Event Report for TDD RS-92/2.03A RS-82/2
ی	ODOLCI.	refrontiance Event Report for Tob Rs-82/2
đ	nd submit For s ated Dece	se complete the attached PER form for the subject TDD t it to Thomas Yeates(FIT-RPO) by 8 //7 /83. instructions on completing the PER, refer to R/FPM-3 ember 9, 1982. transmittal slip below has been provided for your con-
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		UNITED STATES ENVIRONMENTAL PROTECTION AGENCY REGION V
DATE:	/	
	DDD 6	
SUBJECT:	PER for	TDD
FROM:	-	
TO:	Thomas :	Yeates, FIT-RPO
	The com	pleted Performance Event Report(PER) for the subject

	AWARD FEE PERFOR PART I; EVENT DESCRIPTION			MOITA	
CONTRACT NO.	CONTRACTOR		•		1DD OR WA NO.
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		5/2/83				
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Preliminary Asses		4789				
CONTRACTOR CONTACT	PHONE NO.	PERFORMANCE MO				
Rene Van Someren	312/663-9415	Joe Petr	illi (RPM) 312	2/663-9415		
need for site inv Illinois - Indiana - Michigan -	ary assessments, iden estigation for the si R5-8212-1A R5-8212-2A R5-8212-3A R5-8212-4A	tify data tes listed	gaps and dete d in:	ermine the		
Ohio OVERALL PERFORMANCE EVALUATION	R5-8212-5A		1			
From the period o 1983 FIT continue	f January 21, 1983 to s to excell in the co sessments. During th	mpletion	PROJECT PLANNING	•5		
292 preliminary a hours for an aver This is well with	ssessments. During the ssessments were done age of 16.4 hours per in the budgeted 25 howhen you realize fiel	in 4789 site. urs/site,	TECHNICAL COMPETENCE & INNOVATION	4		
must now be done available in the entire project, a	since file data is no Region V office. For s of May 2, 1983, 343	t readily the		n <u>5</u>		
	sments have been comp e of 15 hours per sit		REPORTING			
-Made Preliπ	ons for our success in minary Assessments our		RESDURCE UTILIZATION	5_		
one priorit	Y• e entire FIT team in o	completing	EFFORT	5		
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DATE 5/11/83	SELFEVALUATOR Joseph J. Bel	ulli	DVERALL RATING			
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Assessment Group -(PAG)) can be utilized.

- -Use of the entire FIT staff minimizes "PAG burn-out".
- -Assignment of individual State coordinators.
- -Develop and maintain a rapport and coordination with the States.
- -Implementation of a unique Quality Assurance/Quality Control feature.
- -Pushed Environmental Protection Agency (EPA) into providing us with a steady stream of sites.
- -Constantly evaluating, streamlining and improving preliminary assessment process.

Therefore we have been responsive in not only meeting, but exceeding our goals; and averaging only 15 hours per preliminary assessment.

The following table shows the number of preliminary assessments done, hours required, and the preliminary assessment per hour ratio for each State.

STATE	PRELIMINARY ASSESSMENTS	HOURS	PRELIMINARY ASSESSMENT/HOUR
IL	73	784	10.7
IN	62	1232	19,9
MI	91	1776	19.5
MN	30	461	15.3
OH	87	936	9.6
TOTAL	343	5189	15.1

•		NANCE EVENT REPORT CRITERIA SCORE SHEET		
CONTRACT NO. CONTRACTOR AS	FIT R5-8212-1A HMA R5-8212-5A			
REPORTING ELEMENT Regional Project Me	anager	DATES OF REPORTED EVENT FROM: 1/24/83 TO: 5/2/83		
PERFORMANCE EVALUATION CATEGORY Preliminary Assessm	ents	NO. OF HOURS TOTAL COST 4789		
CONTRACTOR CONTRACT Rene Van Someren (312)	HONE NO. 663-9415	PERFORMANCE MONITOR PHONE NO. Soe Petrilli (RPM) (312) 663-9415		
PERFORMANCE CRITERIA	RATING	SUPPORTING COMMENTS		
PROJECT PLANNING — DREANIZING (E.G., WORK PLAN DEVELOPMENT, DATA REVIEW) — SCHEDULING — BUDGETING	_X_54321	I feel our organization is the key to the success we've had. We're ahead of schedule and under budget.		
TECHNICAL COMPETENCE & INNOVATION - EFFECTIVENESS OF ANALYSES - MEET PLAN GOALS - SUPPORT CDE, STATE, ENFORC - ADHERE TO REGS. & PROCEDURES - APPROACH CREATIVITY/INGENUITY - EXPERT TESTIMONY	54321	Developed our own approach, which is evaluated constantly in an effort to streamline and improve the P.A. process. Supporting a key Federal and State program.		
SCHEDULE & COST CONTROL - BUDGET (HOURS & COST) MAINTENANCE - PRIORITY/SCHEDULE ADJUSTMENTS - COST MINIMIZATION	X54321	343 preliminary assessments completed 5189 hours for an average of 15.1 hrs/pa. Way under budget?		
REPORTING - TIMELINESS OF DELIVERABLES - CLARITY - THOROUGHNESS	5321	Ahead of schedule.		
RESOURCE UTILIZATION - STAFFING - SUBCONTRACTING - EQUIPMENT, TRAVEL, ETC.	_X54321	We have utilized the entire FIT staff, to meet the EPA goals. Yet, we have been able to satisfy the needs of all other clients.		
EFFORT — RESPONSIVENESS — MOBILIZATION — DAY-TO-DAY — SPECIAL SITUATIONS (E.G., ADVERSE) DANGEROUS CONDITIONS)	5 4 3 2 1	I feel we've been extremely responsive as the "numbers" verify. Just A Super Effort!		

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